



May 5, 2022

TO: LOCSO Board of Directors
FROM: Laura Durban, Administrative Services Manager
SUBJECT: **Agenda Item 7F – 05/05/2022 Board Meeting**
Adopt Resolution Authorizing the Issuance of a Credit Card
to Administrative Services Manager Metcalf

President
Matthew D. Fourcroy

Vice President
Charles L. Cesena

Directors
Troy C. Gatchell
Marshall E. Ochylski
Christine M. Womack

General Manager
Ron Munds

District Accountant
Robert Stilts, CPA

Unit Chief
Eddy Moore

Battalion Chief
Paul Provence

DESCRIPTION

Authorize the issuance of a District credit card to incoming Administrative Services Manager Metcalf in the amount of \$4,000.

SUMMARY OF STAFF RECOMMENDATION

This item will be approved along with the Consent Calendar unless it is pulled by a Director for separate consideration. If so, Staff recommends that the Board adopt the following motion:

Motion: I move that the Board adopt Resolution No. 2022-13 authorizing the issuance of a credit card to Administrative Services Manager Metcalf in the amount of \$4,000 and direct staff to complete the required documents for submission to Mechanics Bank.

FINANCIAL IMPACT

There is no financial impact, funds are simply transferred to another type of cash account, which is the imprest balance in a credit card.

Attachment
Resolution 2022-13

Mailing Address:
P.O. Box 6064
Los Osos, CA 93412

Offices:
2122 9th Street, Suite 110
Los Osos, CA 93402

Phone: 805/528-9370
FAX: 805/528-9377

www.losososcscsd.org

Date: May 5, 2022
Agenda Item No: 7F
() Approved
() Denied
() Continued to

RESOLUTION 2022-13

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
LOS OSOS COMMUNITY SERVICES DISTRICT
AUTHORIZING MECHANICS BANK TO ISSUE A CREDIT CARD TO JULIAN METCALF**

WHEREAS, Mechanics Bank (herein "Bank") is designated as a depository for the funds of the Los Osos Community Services District (herein "District"); and to provide other financial accommodations indicated in this resolution; and

WHEREAS, on June 1, 2017, your Board approved Resolution 2017-13, authorizing the creation of credit card accounts for essential District staff, and

WHEREAS, the Board finds that there is a need to issue a credit card for a specific account to the Administrative Services Manager, Julian Metcalf.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE LOS OSOS COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

1. The issuance of a credit card to Julian Metcalf, Administrative Services Manager, in the amount of \$4,000 with the five current Directors designated on the signature cards.

On the motion of Director _____, seconded by Director _____
and on the following roll call vote, to wit:

AYES: Directors _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

The foregoing resolution is hereby passed, approved and adopted by the Board of Directors of the Los Osos Community Services District this 5th day of May, 2022.

Matthew Fourcroy, President
Los Osos Community Services District

ATTEST:

APPROVED AS TO FORM:

Ron Munds
General Manager and Secretary to the Board

Jeffrey A. Minnery
District Legal Counsel